

REQUEST FOR INCREASE IN TABLE OF ORGANIZATION

NOTE: Submit this form in original copy.

FROM:

Procurement Office

THIS DATE

18 Jan 51

TO:

DEPUTY DIRECTOR FOR ADMINISTRATION

THROUGH:

Advisor for Management

Personnel Director

Comptroller

CLEARANCES:

☒ APPROVED

☐ DISAPPROVED

☒ CONCUR

☐ NON-CONCUR

☒ CONCUR *as indicated* ☐ NON-CONCUR

☒ CONCUR **(40)** ☐ NON-CONCUR

It is requested that an increase in the present T/O of the Procurement Office be approved for new positions. BRANCH, DIVISION OR OFFICE

The current status of the T/O for this organizational segment is as follows:

Present T/O - - - - -

On Duty - - - - -

In process and awaiting EOD - - - - -

Proposed (new T/O) - - - - -

Funds (are)(not) available.

Degree of urgency: (Reference attached justification)

Reduced 2 positions which will be on OSO T/O

ANDREW E. VAN ESSO

Chief of Procurement

SIGNATURE OF ASSISTANT DIRECTOR OR OFFICE CHIEF

FORM NO. 30-20
JAN 1951

(38)